

## HIE Workgroup Meeting Summary

**Workgroup:** Legal and Policy Workgroup

**Meeting Date:** Thursday, April 8, 2010

**Location:** ACHI Executive Conference Room

### Agenda Items:

1. Welcome
2. Discussion of HIE Legal/Policy Strategic Plan -- Part 3 (Melinda Wilkins)
3. Teleconference with Vicki Estrin, Healthcare Managing Consultant, regarding Tennessee HIE experience
4. Discussion of HIE Legal/Policy Strategic Plan -- Part 4
5. Discussion of HIE Legal/Policy Strategic Plan -- Part 5
6. Discussion of HIE Legal/Policy Strategic Plan -- Part 6
7. Wrap-up

### Discussion Highlights:

Sara Israel called the meeting to order at 9:30am.

Introduction of participants in attendance and those connecting via conference call.

Melinda Wilkins began the meeting by discussing the components of the strategic plan with the workgroup members. These components include:

1. Privacy and Security
2. State Laws
3. Policies and Procedures
4. Exchange between States
5. Trust Agreements
6. Stakeholder Endorsement/Oversight

Ray Scott joined the meeting briefly to answer the member's questions regarding the Office of HIT and the role of the State Coordinator for HIT. Mr. Scott explained that the primary role of the Office of HIT would be oversight and management of the health information exchange (HIE), SHARE (State

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Health Alliance for Records Exchange). He also provided clarification about the role of the governing entity, explaining that part of their purview would be enforcement of violations. Mr. Scott also reminded members that the Governance workgroup would provide more information on this entity in the near future.

Following Mr. Scott's conversation, Vicki Estrin joined the meeting via conference call to discuss Tennessee's HIE experience. Ms. Estrin gave a brief overview of the HIE systems in place in Tennessee, then she opened the floor for a question and answer period.

When members had exhausted all discussion topics for Ms. Estrin, they continued the meeting with brief presentations from each member who had been assigned to draft a section of the strategic plan.

The meeting adjourned at 11:30am.

### Assignments:

<i><b>Task(s)</b></i>	<i><b>Assigned Member(s)</b></i>	<i><b>Completion Date</b></i>	<i><b>Reporting Method</b></i>
Send revisions to the strategic plan to Melinda Wilkins, Sara Israel and Elizabeth Andreoli. They will incorporate feedback and send revised sections back to workgroup members	All members	4/13/10 NOON	Email
Send revised version of the strategic plan to Jennifer Pagan to send to the HIT Executive Committee on Wednesday morning.	Elizabeth Andreoli	4/14/10 AM	Email
Add "model policies/agreements" folder to SharePoint	Nancy Archer	ASAP	SharePoint

### Dependencies:

### Completed Tasks:

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Next Steps: Activities defined for next meeting
Send final, revised version of the strategic plan to the HIT Executive Committee for review and vote.
Discuss assistance for drafting the operational plan.